

~~SECRET~~

29 December 1959

D-R-A-F-T

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Career Service Comments (Section E)
Career Preference Outline

25X1A9a

The Career Service Board after review of ~~SECRET~~
career preference outline considers her desire to continue in
Library work as being consistent with her capabilities.

It has been noted that ~~SECRET~~ completed self-sponsored 25X1A9a
external training toward a Master's Degree in Library Science
and is working on her Thesis. This, together with her language
abilities, provides additional potential to assume greater
responsibilities within the Map Library or elsewhere in the Agency.

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SECRET
(When Filled In)

CAREER PREFERENCE OUTLINE

This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. Implementation of career preferences must depend upon the needs of the Organization.

25X1A9a CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -

GENERAL			
1. [REDACTED] (S)	2. DATE OF BIRTH Oct. 16, 1931	3. SERVICE DESIGNATION IT	4. GRADE GS-9
5. ORGANIZATIONAL TITLE None	6. POSITION TITLE Geogra. Insr	7. OCCUPATIONAL CODE 25-0150.01	8. OFFICE OF ASSIGNMENT OGA/H/Ol. Branch

SECTION B. CAREER INTERESTS

9. GENERAL TYPE OF ACTIVITY

Library work involving the use of foreign languages

10. SPECIFIC TYPE OF ACTIVITY (Including assignments)

A. IMMEDIATE (Within next 1 to 2 years)

Soviet-satellite area desk procurement officer in Map Library (present position).

B. LONG-RANGE (Within next 3 to 5 years)

Possible goals, depending on opportunities, my qualifications, etc., would be : Assistant Chief of a Map Library Branch, OGA Library position.

SECTION C. TRAINING

11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING

A. IMMEDIATE (Within next 1 to 2 years)

Self-sponsored external training (Masters in Library Science - thesis and comprehensive).

B. LONG-RANGE (Within next 3 to 5 years)

Unknown.

12. ADDITIONAL COMMENTS

RECOGNIZE THAT THE IMPLEMENTATION OF MY CAREER PREFERENCES MUST DEPEND UPON THE NEEDS OF THE ORGANIZATION. I UNDERSTAND THAT MY PERFORMANCE, CAPABILITIES AND INTERESTS WILL BE GIVEN DUE CONSIDERATION.

13. DATE COMPLETED

Nov. 3, 1958

14. SIGNATURE OF EMPLOYEE

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[REDACTED]

15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE

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[REDACTED] appears quite satisfied with her present assignment and the apparent opportunities for advancement in the Map Library. Although not aggressive, she has performed capably in a number of assignments and would adjust rather readily to any assignment in the field of library work where her language capability would be utilized.

16. RELATIVE TO TRAINING FOR EMPLOYEE

No additional training is planned until scheduled graduate work is completed.

17. TYPED OR PRINTED NAME OF SUPERVISOR

25X1A9a

18. SIGNATURE

25X1A9a

19. TITLE

20. DATE

Chief, Procurement Branch

7 November 1958

SECTION E. FOR USE OF CAREER SERVICE

21. COMMENTS

22. TYPED OR PRINTED NAME

23. SIGNATURE

24. TITLE

25. DATE

LEAVE BLANK

SUPERVISORY COMMENTS ON CAREER PREFERENCE OUTLINES

TO:

Chairman, ORR Career Service Board

SUBJECT: (Name)

25X1A9a

1ST INDORSEMENT

COMMENTS BY CHIEF (Division or Staff)

The career preference plans, as advanced by the employee, are consistent with possibilities. She could conceivably move to an Assistant Chief position in the Processing Branch, or move on to OCR. She is a valuable employee and all attempts will be made to develop an interesting career within the Map Library.

25X1A9a

November 1958

SIGNATURE

Chief, Map Library Division

2ND INDORSEMENT

COMMENTS BY AREA CHIEF (When applicable)

- ☒ I CONCUR IN THE (Division) (Staff) CHIEF'S COMMENTS
- ☐ AS THE EMPLOYEE IS NOT PERSONALLY KNOWN TO ME, I ACCEPT COMMENTS OF (Division) (Staff) CHIEF
- ☐ OTHER (Specify)

25X1A9a

DATE

13 Nov. 1958

SIGNATURE